

**Town of Underhill
Development Review Board Minutes
August 5, 2019**

Board Members Present:

Stacey Turkos, Vice Chair
Matt Chapek
Mark Green
Daniel Lee
Penny Miller

Bill Wilson (2 Ellsworth Meadows Lane)
Kurt Thoma (43 Ellsworth Meadows Lane)
Mark Hamelin (27 Ellsworth Meadow Lane)
Sue Ray (27 Ellsworth Meadow Lane)
Norm Poutrie (416 Pleasant Valley Road)
Gail Canedy (400 Pleasant Valley Road)
Pavel Krsiak (28 Ellsworth Meadow Lane)
Rachel Fraumann (43 Ellsworth Meadow Ln)
Jason Guymon (73 North Underhill Station)
Antoine Catudal (73 North Underhill Station)
Cathy Bassler (71 North Underhill Station Rd)

Staff/Municipal Representatives Present:

Andrew Strniste, Zoning Administrator

Others Present:

6:33 PM – 07/15/2019 DRB Public Meeting

- DRB Members convened at Town Hall around 6:25 PM, after visiting 43 Ellsworth Meadow Lane prior to the evening's hearing.
- [6:38] Vice Chair Turkos called the meeting to order. No adjustments to the agenda were made.
- [6:39] Mr. Mark Hamelin, during public comment, recommended that the Road Ordinance needed to be revisited to address the obligation of upgrading the road. Board Member Miller recommended getting on the Selectboard agenda to discuss further.

**6:42 PM – Thoma/Fraumann Conditional Use Review – Variance Request
43 Ellsworth Meadow (EM043), Underhill, Vermont**

Docket #: DRB-19-07

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- [6:42] Vice Chair Turkos began the evening's hearing by explaining the hearing procedures for a conditional use review hearing – waiver/variance request application. The applicants, Kurt Thoma & Rachel Fraumann, were before the Board to discuss the application, which pertains to a dimensional waiver/variance request to construct two decks and to expand the half, second floor into a full, second floor (thereby expanding the volume of the building) within the property's setbacks. The subject property is located at 43 Ellsworth Meadow Lane in Underhill, Vermont, which is owned by the aforementioned applicants. Various neighbors were in attendance. No ex parte communications between the Board and the Applicants were identified, nor were any conflicts of interest identified. One additional exhibit, Exhibit R – Correspondence from Randy Vance, was added to the record.
 - [6:47] Landowner, Mr. Kurt Thoma, provided an overview of the project, as described above. He referred to the floorplans and elevations. Staff Member Strniste then provided an overview of his comments. A discussion ensued about the property line and Underhill road ordinance.
 - [7:05] Mr. Hamelin, abutting neighbor at 27 Ellsworth Meadow Lane, advised that he did not have an issue with the proposed project, but had concerns about: 1) the removal of trees that could potential expose the camp, 2) upgrading the road, and 3) the Road Ordinance.
 - [7:07] Ms. Gail Canedy, abutting neighbor at 44 Ellsworth Meadow Lane, and landowner of 400 Pleasant Valley Road, vocalized her concern about the spring/well on her property

being utilized by the Applicants. Board Member Green clarified Ms. Canedy's concern being related to the availability of water for the Applicants and herself should she choose to develop her land. Board Member Miller made clarifying remarks about the height of the structure and what the Board's decision should say. Staff Member Strniste made a clarifying remark about the wastewater permit and the Town Permit.

- [7:21] Board Member Chapek made a motion to approve the waiver/variance request application, which was seconded by Board Member Green. The motion was approved unanimously. Board Member Chapek made a motion to close the evidentiary portion of the hearing, and to move into closed deliberation. The motion was seconded by Board Member Miller and approved unanimously.

7:24 PM – Guymon/Catudal Sketch Plan Review

Docket #: DRB-19-08

73 North Underhill Station Road (NU073), Underhill, Vermont

- [7:24] Vice Chair Turkos began the evening's hearing by explaining the meeting procedures for a sketch plan review meeting. The application pertains to a 2-Lot Subdivision of land at 73 North Underhill Station Road, which is owned by Jason & Karen Guymon and Antoine & Pamela Catudal. Applicants Jason Guymon and Antoine Catudal were before the Board to discuss the application. One neighbor was in attendance. No ex parte communications between the Board and the Applicants were identified, nor were any conflicts of interest identified. No additional exhibits were submitted into the record.
- [7:27] The applicants provided background about the project. Staff Member Strniste inquired about the driveway serving Lot 2 and whether an access permit had been issued. Staff Member Strniste reviewed his comments in the staff report.
- [7:33] Neighboring landowner, Cathy Bassler, expressed his support for the project. A discussion ensued about building envelopes. Board Member Chapek inquired about the watercourse on the land. The subdivision was classified as a minor subdivision. Board Member Miller made a motion to waive preliminary subdivision review. Board Member Chapek seconded the motion, which was approved unanimously. Board Member Miller made a motion to accept the sketch plan review application as presented and to craft the decision in closed deliberation. The motion was seconded by Board Member Chapek. The motion was approved unanimously.
- [7:40] Vice Chair Turkos provided an overview of the process going forward.

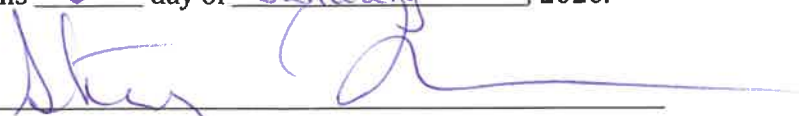
7:52 PM – Other Business

- [7:52] Board Member Miller made a motion to approve the minutes of March 18, 2019. The motion was seconded by Board Member Chapek and approved unanimously. The minutes of June 3, 2019 and July 15, 2019 are to be approved at the next meeting. A brief discussion about the road ordinance ensued.
 - [8:05] Staff Member Strniste reviewed the upcoming DRB schedule, which includes: the conditional use application by Mr. Duval (PR025); the sketch plan review application by Keith & Tara Carters (HB039); and the sketch plan review application by Marty Baslow (WC037).
 - [8:38] Board Member Miller made a motion to adjourn. The motion was seconded by Board Member Green and approved unanimously.
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Submitted by:

Andrew Strniste, Planning Director & Zoning Administrator

These minutes of the 08/05/2019 meeting of the DRB were accepted
this 6 day of January, 2020.



Stacey Turkos, Development Review Board Vice Chair